



June 2002

NOTICE TO POTENTIAL SUPPLIERS OF BISON PRODUCTS TO THE USDA

In the near future, the Agricultural Marketing Service (AMS) will issue Announcement LS-92, titled "Purchase of Frozen Bison Products for Distribution to Child Nutrition and Other Federal Food and Nutrition Programs" that will set forth the contractual and specification requirements for the purchase of domestically produced frozen bison products.

The frozen bison products will only be purchased from suppliers that are approved by AMS. To become an approved supplier, an offeror must submit a detailed technical proposal and successfully complete a pre-award assessment audit.

The Technical Proposal Must:

- (1) Address all product attributes stated in Announcement LS-92.
- (2) Include a detailed description of each item offered and each of the production steps that are taken to meet or exceed the minimum product requirements set forth in the Technical Data Supplement for Frozen Ground Bison, Product Code A634, And Bison Stew Meat, Product Code A633. TDS-BIS-June 2002 (TDS-BIS-June 2002).
- (3) Describe all the quality assurance methods used to verify conformance to all requirements. This will include the monitoring and measurements taken during the process to verify conformance with each requirement. All measurement results shall be recorded and made available to AMS.
- (4) Identify all corrective actions to be taken if deviations from contractual and specification requirements occur during production, and all preventative actions to be taken to preclude a reoccurrence.
- (5) Identify the complaint resolution procedures that will be used to resolve product complaints from recipient agencies or AMS.

To become an approved supplier and be eligible to bid on the first Invitation, the Technical Proposal containing the items listed above must be submitted prior to **June 28, 2002**. This will allow sufficient time for AMS to evaluate the technical proposal materials and conduct the required pre-award supplier assessment audit. Please forward the complete technical proposal package to the attention of: Contracting Officer, Agricultural Marketing Service, U.S. Department of Agriculture, Room 2610-South Building, 1400 Independence Avenue, SW., Washington, D.C. 20250.

Notice to USDA Bison Suppliers

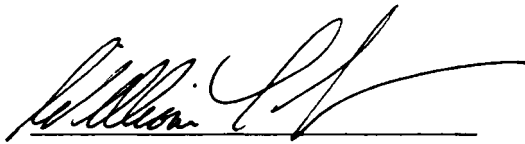
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It is strongly recommended that the required materials be forwarded by express or courier service to ensure timely delivery.

After the technical proposal(s) are evaluated and approved, an AMS audit team will perform an in-plant assessment of the facilities, processes, and quality control program used to produce the product(s) to determine the supplier's ability to meet contractual requirements. The audit will include an evaluation of the potential contractor's and subcontractor's facilities, equipment, procedures, and the appropriate documents and forms used during the production of the bison products. Documentation must support production of a product that complies with the TDS-BIS - June 2002. In addition, the audit will consist of the review of records for purchasing, receiving, production, quality control, inventory and shipping, and interviews with management and production personnel.

The results of the AMS evaluation of the technical proposal(s), and notification to supplier will take approximately ten working days. Suppliers with an approved technical proposal should contact Jim Riva, (Audit, Review, and Compliance Branch) at (202) 720-1124 to arrange a pre-award supplier assessment audit.

If further information is needed or questions arise related to contractual or specification requirements please contact Terry Lutz of the Commodity Procurement Branch at (202) 720-2650.

A handwritten signature in black ink, appearing to read 'William T. Sessions', is written over a horizontal line.

William T. Sessions
Associate Deputy Administrator
Livestock and Seed Program